

**TOWN OF STOW  
STOW MUNICIPAL AFFORDABLE HOUSING TRUST (SMAHT)**

Minutes of the January 16, 2019 SMAHT meeting

SMAHT members: Ingeborg Hegemann, Mike Kopczynski, Cynthia Perkins, Laura Spear

Housing Consultant: Leonardi Aray

Guests: Greg Jones, Stow Community Housing Corporation and Stow Elderly Housing Corporation

**Call to Order**

The meeting was called to order at 7:07 PM.

**1. Meeting Schedule**

February 13

March 13

**2. Minutes Review & Approval**

Cynthia moved to accept the minutes of the December 12, 2018 meeting, Ingeborg seconded, and the motion was approved unanimously.

**3. Correspondence, Bills and payments**

- **Warren letter**

Payments: Two bills arrived.

Cynthia moved to pay invoice #180702 from Leonardi Aray Architects for \$1680, Ingeborg seconded, and the motion was approved unanimously.

Ingeborg moved to approve invoice #STOW191A from Huggins and Wittten, LLC for \$525, Cynthia seconded, and the motion was approved unanimously.

The Town received a summons for 32 Cortland. Mike followed up with the Executive Director for the Council on Aging as the Town's social worker has left the position. The back condo fees have been paid. Apparently the condo owner pays at the beginning of the year. A couple of years ago, there was damage to the condo so payment was not made until later. Although the fees were paid, the agreement was that there would be no penalty and lawyer fees. Apparently, separate from the condo association, the lawyer is suing to get payment for his fees. It is unknown as to whether the condo association is aware that the attorney is suing on its behalf. Town Counsel has been engaged to deal with the Town's issue.

We received a letter from Skip Warren, dated January 2, 2019. A parcel of 1.86 acres adjacent to Pilot Grove Hill is available for sale, and the owner is interested in having it used for affordable housing or open space. There is also a roughly 4-acre parcel that is adjacent to keep trees as a visual asset. Mike spoke with the land owner.

Input from Greg Jones of Stow Community Housing Corporation (SCHC) and Stow Elderly Housing Corporation (SEHC), as SCHC developed Pilot Grove I and II. A fire truck radius is needed for the end of the current driveway through the adjacent Pilot Grove II development.

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Greg said that SCHC looked into the parcel in question, but the minimum number of units needed for financing is a 30-unit development (for rental units).

Should SMAHT want to pursue this opportunity, we would have to rely on Community Preservation Act (CPA) funds to acquire the parcel. The Conservation Commission decided not to pursue the opportunity for open space.

Recommended next steps: Invite Bob Smart on behalf of Skip Warren to the next SMAHT meeting to discuss further. Greg will see if the expanded Pilot Grove development has extra capacity for water and septic.

Greg Jones said that the Zoning Board of Appeals (ZBA) approved the latest permit application for the Plantation II development on January 11. The appeal period expires on January 31. At the same time, the Department of Housing and Community Development (DHCD) has a funding deadline that is quickly approaching, and SEHC is looking for letters of support from various Town organizations. SMAHT had sent a letter of support for the original application dated February 8, 2010. SEHC is asking for letters of support for DHCD by the end of the month. As this request came in after the agenda was posted with an aggressive deadline, Mike wanted to discuss it tonight. SMAHT will vote on the letter at its next meeting.

#### **4. Trustee Reports**

Cynthia got ledgers from the Town Accountant for FY18 and FY19. Mike will look into the reports.

Cynthia reported that Habitat is still waiting for an estimate for the new proposed septic system for the Stow project. Should the ZBA ultimately incur legal fees for this project, SMAHT may discuss paying the fees based on past, similar experience.

The other option is for Habitat to go back to the ZBA with a modification, asking the board to determine whether it is a minor modification or a substantive change. The preference is to proceed with the current plan.

Julia North from the Finance Committee, who was interested in knowing more about SMAHT, is moving out of Massachusetts. The Finance Committee was interested in knowing more about SMAHT's future plans.

#### **5. Ridgewood Middle Income units**

Mike has a meeting tomorrow to understand more about middle income affordable units. Toll Bros., which is building the Ridgewood active adult development, is having a difficult time filling its middle income units, because it says the asset cap is too low at \$550,000. MassHousing Partnership has a new database (in beta) with demographic data. Another person from MAPC is writing a white paper on middle income units and has done significant research. The meeting tomorrow is to learn more. There is a lot of interest, per Toll Bros., but no one can qualify as eligible.

#### **6. Red Acre Land**

- **Trespassing concerns**
- **Demolition contract**

- **Pre-engineering contract**

**Trespassing concerns:** Tree stands with bow hunters have been on the SMAHT parcel. Bow hunting season has closed. Regardless, the Conservation Commission posted No Hunting signs, which disappeared the next day. Mike will post No Trespassing signs.

**Pre-engineering contract:** Leonardi reported that he followed up with the original low bidder and discovered that there were additional costs that no longer made the respondent the lowest bidder. As a result, Stamski and McNary is now the lowest bidder, and Leonardi contacted them as such. We want to do the demolition first, so Leonardi will bring a contract to the next meeting and will run it by the Town Administrator.

**Demolition contract:** Leonardi said we had to re-advertise, which was a good thing. As a result, we received 18 requests for the bid package. The deadline for responses is February 9. Six attended the site visit. Leonardi issued an addendum, as he did not have the phase 1 environmental assessment when he re-advertised. He also sent the addendum to everyone who requested the bid packet. This Friday, Leonardi will issue another addendum to answer questions he's received. The Request for Quote (RFQ) and addendums also need to be posted on the Town's website, and Leonardi will contact the Selectmen's office.

Leonardi ran through some of the questions. The inclusion of the sauna has raised many questions, including potential limitations and effects on the nearby water and wetlands. Also, some trees may need to be cleared to get access to the sauna. It was recommended that Leonardi speak with the Conservation Commission Coordinator about these concerns as well as permitting. Ingeborg recommended that permitting be conducted by the Town and that there be line items for potential tree removal costs and meeting time with the Conservation Commission. Leonardi will speak with the Conservation Commission Coordinator to determine how to respond.

In regards to other questions, access will only be from the Red Acre Road access. There were also questions about asbestos. The assessment is that there is some.

The Town will approve the requirements. We'll need to identify a contact should anything unusual be found.

## **7. Adjourn**

Cynthia moved to adjourn, Ingeborg seconded, and the motion was approved unanimously. The meeting adjourned at 8:27 PM.

Respectfully submitted,  
Laura Spear, SMAHT member

 2/13/2019